

Minutes of the Monthly  
Meeting of the  
Lancaster County Prison Board  
January 19, 2023

The meeting was called to order by Commissioner Joshua Parsons at 9:15 a.m. in the Public Meeting Room at the Lancaster County Administrative Office Building.

Members Present: Commissioner Joshua Parsons, Commissioner Ray D'Agostino, Commissioner John Trescot, President Judge David Ashworth, Chief Deputy Christopher Riggs, District Attorney Heather Adams, and Controller Lisa Colón.

Not Present: Sheriff Christopher Leppler.

Others Present: Cheryl Steberger, William Aberts, Joseph Shiffer, Kim Wolfe, Arla Brown, Kristal Abenshon, Justin Hackler, Thomas Jenkins, Christina Fluegel, Louis Chirichello, Bob Devonshire, Larry George, Jackie Pfursich, Linda Schreiner, Carolyn Gabriel, Marc Shaffer, Kent Kroehler, Jonathan Fox, Peggy Lou Platt, Lucille Powell-Brimage, Jennifer Nissley, Mark Wilson, Karlee Shambaugh, Judy Erb, Chuck Albrecht, Anne Weiss, Neil Ward, Kelly Rhoads, Shayne Goodman, Todd Haskins, Kim McDevitt, Julie Kennedy, Greg Newswanger, Lydia Kovalchuk, and Diana Rivera.

Commissioner D'Agostino moved to approve the minutes of the December 15, 2022, Prison Board Meeting. Commissioner Trescot seconded. The motion carried unanimously.

Cheryl Steberger, Warden; William Aberts, Deputy Warden for Operations; Joseph Shiffer, Deputy Warden for Inmate Services; Arla Brown, Director of Administration; Bob Devonshire, Director of Facilities; and Lisa Colón, Controller gave reports on their areas of responsibility. All of these reports, including operations and statistical information, are posted on the County's website.

Cheryl Steberger, Warden, reported the new Union officials recently voted in. The new President of the Union is Marcus Jones and Vice-President, Andrew Brunner.

Warden Steberger reported the inmate population this morning is 717. The average population in December 2021 was 725 and 717 in December 2022.

Warden Steberger reported there was a change in the legal visit procedures because of the ongoing investigation on contraband coming into the facility discovered inadvertently. She stated that this issue was brought to their attention by an outside agency. Warden Steberger stated that they have had to change staff around to escort inmates down to legal visits. She stated that legal visits have reverted back to pre-

pandemic procedures and the attorneys are no longer visiting the inmates in the housing units and are meeting in the visitation room.

Warden Steberger reported that the staff at the Prison took part in Leadership training this past year. She stated that she has created a leadership development plan for herself and her direct staff to create goals to strengthen their leadership while building trust within the organization.

Warden Steberger reported on the new prison project. The Needs Assessment was presented at the December Prison Board meeting. The presentation and associated information are posted on the project website, [www.lccf-pa.com](http://www.lccf-pa.com). County leaders are still reviewing the data and collecting feedback.

The next public listening session is scheduled for February 1, 2023 at 6:30 p.m. at the County Government Center. A snow date has been reserved for February 2, 2023.

The Request for Proposal (RFP) for the design team is scheduled to be issued in the weeks following the February listening session.

The Advisory Committee continues to review the Needs Assessment and the operational and architectural programs. The programs are intended to directly address the needs identified in the Needs Assessment.

William Aberts, Deputy Warden for Operations, reported the officers of the month for December: First Shift, Officer Treshawn Jones; Second Shift, Officer Rashon Hardy; Third Shift, Blake Lechner. Officers Jones, Hardy, and Lechner were unable to attend the meeting.

Deputy Warden Aberts reported that the control panel project work continues with very little progress being made.

Joseph Shiffer, Deputy Warden for Inmate Services, reported that the Medication Assisted Treatment (MAT) pilot program currently has 20 participants. He stated that there was a total of 53 participants as of December 2022.

Deputy Warden Shiffer reported that the Commissioners approved their grant application to the Pennsylvania Coalition on Crime and Delinquency (PCCD). PCCD is a program improving the justice system responses to Opioid stimulant and related substance use disorders. Deputy Warden Shiffer stated that the half million grant will be used to pay for staffing as well as medications for their participants.

Deputy Warden Shiffer reported that 350 doses of Narcan were distributed to the security staff at the facility.

Deputy Warden Shiffer reported that Alcoholic Anonymous classes will start tomorrow on the female housing unit. He stated that a class is scheduled for January 25, 2023 for inmates in Work Release.

Deputy Warden Shiffer reported that Toni Warfel has started preparations for the Prison Rape Elimination Act (PREA) audit that will begin on January 31, 2023 through February 2, 2023. In preparation for the audit, they have updated the inmate information forms to reflect any changes to the policy in English and Spanish.

Deputy Warden Shiffer provided a reentry services update. They finished the year with 91 participants in the reentry program. Deputy Warden Shiffer stated that they hired a new Drug & Alcohol Counselor, Marcos Ramos.

Deputy Warden Shiffer reported that 51 Vivitrol shots were administered in December.

Deputy Warden Shiffer reported a recidivism rate of 10.2% at 90 days, 16.8% at six months, 40% at one year, and 58% at two years for the reentry program.

Arla Brown, Director of Administration, reported that her department continues to have one vacancy, and one staff member is on an extended absence.

Ms. Brown reported that there were 59 inmates who received barbering service in January, with 14 designated as indigent.

Ms. Brown reported that they continue to issue tablets to all inmates upon commitment.

Ms. Brown reported that they will be resuming their policy review meetings within the next month.

Ms. Brown reported that they have received notification that their bi-annual Title 37 inspection will take place in August.

Ms. Brown reported that the statistical information on the overall operations of the Prison is provided online with the monthly report.

Bob Devonshire, Director of Facilities Management, reported on his areas of responsibility:

- They continue to assist Deputy Warden Aberts on the door access control systems upgrades and the new prison project.
- There were 143 work orders closed in December, with 1,359 for 2022. 113 work orders per month on average for 2022.

Controller Lisa Colón presented the financial report on the Prison as of December 31, 2022. Personnel services increased by approximately \$1.6 million, supplies \$73,000, and purchased services \$151,000 from last month for a total increase of \$1.9 million. The Prison is currently at 100% of their budget.

In new business, Commissioner Trescot provided an update on the new prison project. He reported that they continue to work with CGL on taking the information from the Needs Assessment and looking into the programming phase. A Request for Proposal (RFP) will go out to find an architect for the design phase of the project in the near future. Commissioner Trescot stated that information will continue to be shared to the public as they move along in the project.

Carolyn Gabriel, Purchasing, discussed the Invitation for Bid (IFB) for the food service contract. Ms. Gabriel stated that she will be seeking approval for the vendor recommendation to award Aramark Food Services LLC for the Prison food services contract next Wednesday at the Commissioners Meeting. The contract has a two year base period from March 1, 2023 through February 28, 2025. There will be two one year options to extend the contract. In comparing the pricing from the 2019-2022 base year of the prior agreement, this will represent a cost increase of 20.60%.

In business from guests, Kent Kroehler, Have a Heart, suggested that the Commissioners address the national evidence on decarceration that was not mentioned in the Needs Assessment at the next public meeting as he will not be able to attend the meeting.

Commissioner Parsons commented the best thing that they can do is look at the Lancaster County numbers as a guide while thinking about these other issues as well.

President Judge Ashworth commented that in recent years the Courts and others have implemented all types of programs as possible in an attempt to reduce incarceration. He stated that the discussion is appropriate, but the Court, based upon what they are obligated to do, cannot be placed in a situation where the decisions that the Court makes are based upon whether or not there is availability in the Prison.

Jonathan Fox, Have a Heart, commented that one of the other issues that should be considered in the function of the new Prison is how many people are detained without conviction, which is over 50% of the population. He stated the other thing to consider is to design a facility that can be converted based on need, such as offering options that are not nighttime stays for drug treatment and could be daytime services.

Neil Ward, Have a Heart, requested COVID numbers for this year.

Warden Steberger stated that currently there are zero inmates and one staff member who tested positive for COVID. She stated that they continue to test for COVID, and they still have the same protocols in place for the pandemic.

Mr. Ward commented on his Right to Know request that was denied by the Solicitor's Office. He stated that they requested a redacted summary of grievances that occurred at the Prison and wants to know why his request was denied.

Commissioner Parsons stated that Mr. Ward will have to talk to Tammy Bender at the Solicitor's office after the meeting.

Mr. Fox commented that Have a Heart will appeal their Right to Know request that was denied by the Solicitor's Office.

Mr. Fox requested the status of their request to separate the data between pretrial vs sentenced for parole and probation offenders.

Ms. Brown commented that they have responded to their request and that the detail needed would be extensive.

Commissioner D'Agostino moved to adjourn the meeting at 10:19 a.m. Commissioner Trescot seconded. The motion carried unanimously. The next meeting is February 16, 2023, at 9:15 a.m.

Respectfully submitted,

Lisa K. Colón  
Secretary